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STARS MANUAL

REPORTS REQUEST LEVELS, REPORTS ON MICROFICHE

INTRODUCTION

The following sections describe the various reports available on STARS. Also, several of the individual STARS manual chapters have a Reports section describing their features.

STARS & FAS REPORT REQUEST LEVELS

(See STAR & FAS REPORT INDICATORS Table for “Y” Options)

STARS and FAS reports	
TIME PERIODS	SPECIAL SELECTS (if any) Shows as S1(????) or S2(????)
CM – Current Month	Most of the time these are blank.
PM – Prior Month	If not blank, ALL will print all special selects.
CP – Current Period	Different information for different reports.
PP – Prior Period	
PY – Prior Year	

STARS Reports	FAS Reports
ORGANIZATION LEVEL (index-driven): (OR?) shows on top of report. ? options are:	AGENCY SUFFIX LEVEL: ASX(?) shows on top of report. ? options are:
0 – None (will rollup all organization data)	0 – No Agency Suffix
1 – Agency	1 – Agency Sfx
2 – Division	
3 – Bureau	

STARS Reports	FAS Reports
4 – Section	
5 – Unit	
6 – Index	
PROGRAM LEVEL (PCA-driven): (PG?) shows on top of report. ? options are:	LOCATION: LOC(?) shows on top of report. ? options are:
0 – None (will rollup all program data)	0 – No Location (will rollup all location data)
1 – Function	1 – Location 1
2 – Activity	2 – Location 1 & 2
3 – Program	
4 – Element	
5 – PCA	
6 – PCA1 (if used)	
OBJECT LEVEL: (OB?) shows on top of report. ? options are:	RESPONSIBLE NAME: NAM(?) shows on top of report. ? options are:
0 – None (will rollup all object data)	0 – No Responsible Name
1 – Object	1 – Last Responsible Name
2 – Summary Object	2 – First & Last Responsible Name
3 – Subobject	
4 – Subobject Detail	
FUND LEVEL: (FD?) shows on top of report. ? options are:	AGENCY SUFFIX REQUEST (DIV/BUR line): ASR(????) shows on top of report.
0 – None (will roll all fund data)	Allows an individual agency suffix to be requested, if the report allows.
1 – Fund	
2 – Fund Detail	Allows a range of agency suffixes to be requested, if the report allows.
3 – Grant (if available)	

STARS Reports	FAS Reports
4 – Grant Phase (if available)	

REPORTS ON MICROFICHE AT THE STATE CONTROLLER'S OFFICE

REPORT	REPORT TITLE	REPORT LEVELS
DAFR0114	Requestable Warrant Purge by Agency/Warrant Number	Manual job – runs monthly
DAFR0115	Revenues, Transfers-In, Expenditures and Transfers-Out by Fund	OB3 – Subobject FD2 – Fund Detail
DAFR0150	Financial Transaction Count	Yearly OR1 – Agency FD2 – Fund Detail
DAFR0157	Prior Year Vendor Payment Detail By Trans ID	Yearly through 6/2002
DAFR0158	Prior Year Vendor Payment Detail with Document Number (includes warrant number)	Yearly starting 6/2003 (under 000 FYE)
DAFR0163	Rotary Redemption and Reconciliation Report	N/A
DAFR0186	Requestable Warrant Purge by Agency/Document Number	Manual job – runs monthly
DAFR0209	Appropriation by Fund/BU/Obj	N/A – monthly & yearly (yearly is under 000 FYE)
DAFR0210	Prior Year Vendor Payment Information (for public information requests – no vendor nmbr)	Yearly (under 000 FYE)
DAFR6840	Encumbrance Status by Program and Object	PG4 – Element FD2 – Fund Detail
DAFR6880	Monthly Outstanding Warrant Listing	N/A
DAFR6930	Statewide Revenues and Expenditures	OB3 – Subobject (#01 by Gen Fund only)

REPORT	REPORT TITLE	REPORT LEVELS
DAFR6960	Statewide Trial Balance by Fund	FD1 – Fund FD2 – Fund Detail
DAFR7850	Grant Revenues and Expenditures by Fund/Grant	OB4 – Subobject Detail FD3 – Grant
DAFR8070	Encumbrance Status by Organization and Object	OR1 – Agency FD2 – Fund Detail
DAFR8100	Receivables Status	N/A
DAFR8160	Trial Balance by Fund/Grant	FD2 – Fund Detail (use FYE 000 for after nominal acct close) See online reporting for FD3 – Grant level
DAFR8180	Trial Balance by Fund, GL Account, and Transaction Code	OR1 – Agency FD2 – Fund Detail
DAFR8190	Statement of Cash Position by Fund	FD2 – Fund Detail – monthly & yearly See online reporting for FD3 – Grant level
DAFR8200	Transaction Registers (in document number order)	N/A
DAFR8300	Revenue Plan Status by Fund/Organization	OR6 – Index OB3 – Subobject FD2 – Fund Detail
DAFR8310	Revenue Status by Fund/Program	PG5 – PCA OB3 – Subobject FD2 – Fund Detail
DAFR8330	Revenues and Expenditures by Fund	OB3 – Subobject FD2 – Fund Detail
DAFR4510	FAS Property File Transaction Registers	N/A